

**Subject:** RE: insurance verification - additional info  
**From:** "Keiko Matsuoka" <keikom@fia-insurance.com>  
**Date:** 7/25/17, 4:28 PM  
**To:** Ellen Endo

Hi Ellen,

Sorry for the delay! I went online and updated the insurance -- the confirmation number is 121811

Thank you!

Tell us how we are doing, please write us a review on Yelp. <https://www.yelp.com/biz/fia-insurance-services-torrance-2>

Keiko Matsuoka, CISR  
Vice President, Manager-Commercial  
FIA Insurance Services, Inc.  
373 Van Ness Ave., Suite 240  
Torrance, CA 90501-1484  
Tel 626-395-9251 – direct  
Tel 626-795-7059 – main  
Fax 626-792-2321  
Email [keikom@fia-insurance.com](mailto:keikom@fia-insurance.com)  
License # 0175794



**CONFIDENTIALITY NOTICE:** This e-mail transmission is covered by the Electronic Communications Privacy Act, 18 U.S.C. 2510-2521 and any documents, files or previous e-mail messages attached to it may contain confidential information that is legally privileged. If you are not the intended recipient, or a person responsible for delivering it to the intended recipient, you are hereby notified that any disclosure, copying, distribution or use of any of the information contained in or attached to this transmission is **STRICTLY PROHIBITED**. If you have received this transmission in error, please immediately notify the sender. Please destroy the original transmission and its attachments without reading or saving in any manner.

---

**From:** Ellen Endo [mailto:ellenendo@yahoo.com]  
**Sent:** Monday, July 10, 2017 4:10 PM  
**To:** Keiko Matsuoka  
**Subject:** insurance verification - additional info

Ellen Endo  
(818) 512-8791

Hi Keiko,

Payment has been sent to Philadelphia Insurance Companies. Can you submit proof of insurance to the City of Los Angeles. Thanks a bunch!

Proof of insurance should be submitted online at [Track4LA](#)

**Track4LA**

If you experience any problems with this system, or have any questions, please contact CAO staff at (213) 978-RISK (7475), or:

Jacquelyn Hoard  
Risk & Insurance Assistant  
CAO, Risk Mgmt., Ins. & Bonds  
Direct Line: [213-978-7666](tel:213-978-7666)

Email: [Jacquelyn.Hoard@lacity.org](mailto:Jacquelyn.Hoard@lacity.org)

Best,  
Ellen



- [Attachments-85/image002.jpg](#)
- [Attachments-85/image001.png](#)